

City of London Corporation Committee Report

Committee(s): Licensing – For Information	Dated: 06/02/2025
Subject: Delegated decisions of the Executive Director Environment pertaining to premises licences	Public report: For Information
This proposal: <ul style="list-style-type: none"> • delivers Corporate Plan 2024-29 outcomes • provides statutory duties • provides business enabling functions 	Dynamic Economic Growth, Providing Excellent Services, Vibrant Thriving Destination
Does this proposal require extra revenue and/or capital spending?	No
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of:	Katie Stewart, Executive Director, Environment Department
Report author:	Robert Breese, Licensing Officer

Summary

This report details the premises licences, and variations to premises licences, granted under the Licensing Act 2003 and administered by the Licensing Service from 1 September 2024 to 30 November 2024. It does not include any premises where Members have been involved in the decision-making process i.e. decisions made at Licensing Sub-Committee hearings.

The report also gives a summary of the enforcement action taken under the Licensing Act 2003 between 1 September 2024 to 30 November 2024. In addition, the report presents data from the ‘traffic light’ risk scheme introduced within the City of London on 1 April 2013. The data gives a view of the scheme between 1 June 2024 to 30 November 2024.

Recommendation(s)

Members are asked to:

Note the report

Main Report

1. Pursuant to the instructions from your Committee, I attach for your information lists detailing 'premises licence' applications (Appendix 1) and variations (Appendix 2) granted by the Licensing Service between 1 September 2024 to 30 November 2024. Each of these appendices contain details of any conditions attached to the premises licences.
2. The report also contains information appertaining to the number of personal licences issued. This information is also contained in Appendix 2.
3. Any questions of detail concerning premises licences can be obtained from the Corporation's public register which can be found at: <https://www.cityoflondon.gov.uk/services/licensing/beer-and-entertainment/search-the-public-register> or by email to licensing@cityoflondon.gov.uk
4. This report also outlines the enforcement activity of the Licensing Service in relation to premises with a licence granted under the Licensing Act 2003 (Appendix 3). The table in Appendix 3 shows the number of visits undertaken, number of complaints received, and the number of enforcement actions taken. Enforcement actions include warning letters, notices, simple cautions, legal proceedings etc. Appendix 3 provides data from 1 September 2024 to 30 November 2024.
5. Licensing Officers undertake routine enforcement visits to check on premises licence conditions where there are concerns, e.g. closing times, compliance with Temporary Event Notices and managing numbers of people consuming alcohol outside venues, and in response to complaints. The Department's Enforcement Policy is followed prior to escalating action and taking legal proceedings.
6. The Enforcement Policy conforms to the Regulators' Compliance Code and the regulatory principles required under the Legislative and Regulatory Reform Act 2006. It sets out the general principles and approach which Officers are expected to follow and addresses issues of proportionality, consistency, targeting, transparency and accountability.
7. More widely, enforcement arrangements are currently coordinated at the Licensing Liaison Partnership meetings that are held monthly and are attended by representatives from all enforcement agencies. Joint visits are organised via this forum and subsequent reports are used to add to the top-level premises list that comprises those premises that have accrued the most points under the 'traffic light' risk scheme. These are then targeted by relevant enforcement officers.

8. This report details data produced from the 'traffic light' risk scheme between 1 June 2024 to 30 November 2024. Further details can be seen in Appendix 4.
9. There is a very good working relationship between the Port Health & Public Protection (PH&PP) Licensing Team, the City of London Police Licensing Team and the PH&PP Pollution Control Team, all of whom are based at the Guildhall. These relationships and lines of communication have been maintained with regards to remote working, and we have furthered our relationships with various stakeholders through Operation Reframe – a regular monthly collaborative partnership with numerous responsible authorities aimed at building trust and confidence in our work and creating safe spaces.
10. There are also other City Corporation Departments routinely involved in enforcement, including the City of London Planning team. Where it appears that a material change of use has occurred at a licensed premises, or there is a failure to comply with any condition attached to a planning permission or a breach of planning controls, officers from the Planning Department may take appropriate enforcement action.
11. The Memorandum of Understanding (MoU) between the City of London Police and the Environment Department agreed in November 2011 (when it was the Markets and Consumer Protection Department) outlines specific arrangements for cooperation between the teams.
12. Any complaints about licensed premises are dealt with by the relevant agency/team, e.g. crime and disorder – Police, fire safety – London Fire Brigade. As far as PH&PP are concerned, complaints relating to the conditions on a licence will be dealt with in the first instance by the Licensing Team, but if there are noise issues the Pollution Team will also be involved.
13. Investigations are undertaken and if there are grounds for a review of the licence in relation to the licensing objectives, then the responsible authorities can apply accordingly. In practice, potential applications are considered at the Licensing Liaison Partnership meetings, and agencies/authorities support one another in providing evidence and making applications.

Implications

14. Corporate & Strategic Implications:

Strategic implications – None

Financial implications - None

Resource implications - None

Legal implications - None

Risk implications - None

Equalities implications – None

Climate implications - None

Security implications – None

Appendices

- Appendix 1 – New Licence Applications issued between 1 September 2024 to 30 November 2024.
- Appendix 2 – Applications to vary a licence issued between 1 September 2024 to 30 November 2024.
- Appendix 3 - Enforcement Action carried out between 1 September 2024 to 30 November 2024 (including noise complaints received).
- Appendix 4 (Non-Public) – Update on the risk scheme as of 30 November 2024.

Background Papers

None

Robert Breese

Licensing Officer

T: 020 7332 3344

E: robert.breese@cityoflondon.gov.uk